

Minutes

Finance Committee Meeting with Della Lamb

November 24, 2015

This meeting was called to order by Steve Elliott at 5:30pm on Tuesday November 2, 2015 at the DDRB Offices. Present at the meeting were Steve Elliott, Tom Bradley, Gary Steinman and guests Laura Newport, Laurie Brewer, Darlene Gadson of Della Lamb. Also present was Brian O'Malley.

Steve introduced everyone and started the meeting by thanking the folks from Della Lamb for coming. Steve said the purpose of the meeting was to resolve some payment issues but as important to see what can be done to insure these errors do not occur in the future. Darlene stated that she was new but had already implemented some steps to address the issues. She said that in the past Della Lamb did not code deposits to coincide with their invoice to us. As such, overpayments by DDRB were not recognized at the time of the payment. Since coming on board she has resolved this issue and codes deposits by the payment and invoice so this type error should be caught immediately and corrected immediately.

Steve then addressed the 2014 overpayment to Della Lamb. Laura noted that Brian had called it to her attention and adjusted it by not making a payment for the March billing. It was discovered that Brian had made a double payment twice and overpaid Della Lamb \$19,012.00. Della Lamb agreed with this but noted that DDRB had not paid for those consumers who were rejected by Medicaid as billed in March of \$7,387.66. Therefore Della Lamb believes DDRB overpaid \$11,332.25.

Steve then asked if we should just accept that people's application for Medicaid was rejected without any follow up. Some of these billings go back to January 2013. However, there are only seven consumers so double checking on their billable status seems possible. Laurie described why some consumers are rejected such as "spin down" of Medicaid, and ineligibility for comprehensive waiver. Steve asked Laurie to do some follow up and see if their payment can be caught up.

Steve then moved to 2015 where it appears Della Lamb had submitted invoices in excess of \$24,000 from May to September based on the understanding the Board had approved the increase once Della Lamb purchased a new van and started an additional route. Brian and Laurie agreed that was their understanding but could not find a reference from the previous year's finance committee minutes. Della Lamb indicated they would not have bought a new van or hired a driver if they did not believe it had been approved. In addition they pointed out that the additional van/routes resulted in more people being served. Steve emphasized the Board's appreciation for the vital service Della Lamb provides and just wants to find a solution to this issue. If approved by the Board Della Lamb would be paid up to an additional \$15,000 for the last 3 months of 2015. Steve felt this must be approved by the Board. Gary and Tom agreed and Gary recommended that the Board approve the additional funding.

Steve then noted that for 2016 the Board had approved an increase of 4% for Della Lamb. However with the additional van the increase would be $\$58,958.83 \times .04 = \$61,317.19 \times 12 \text{ months} = \$735,806.28$. This is an exception to the budget and will require Board approval.

Finally, at the previous Board meeting Della Lamb's capital request was delayed pending this meeting. The Della Lamb capital grant award is up to \$75,000. They have requested funds to purchase a new van with handicapped lifts and seating for \$56,800.00. An invoice for the purchase was presented to the committee. Several questions from Tom and Brian confirmed that this will not increase any operating costs as the van will replace an older van. Laurie indicated that van had 400,000 miles on it. Tom recommended the award to the full board for approval.

Steve then recapped the discussion in preparation for presentation to the Board:

1. The 2014 payments have adjustments of typing errors that Steve asks to be verified. Brian and Darlene agreed to review these figures.
2. Steve asked that the Medicaid Waiver rejections be further investigated to determine if any payments can be captured to reduce the \$7,387.66. Brian will ask Mary Lee Thomas of CHS and Laurie Brewer to review.
3. Board will be asked to consider 2015 additional payments of \$24, 403.90 and authorization of An additional \$4,847.58 for October, November and December.
4. Board will be asked to increase 2016 funding for Della Lamb from \$675,308.40 to \$735,806.24 for Workshop and Day Habilitation transportation. Supportive Employment Transportation of \$118,867.84 will remain the same as will the DMH Mental Health waiver of \$40,000.00.
5. Board will be asked to approve Capital Grant for new van not to exceed \$56,800.00.

Steve then stated again the Board's appreciation for the service Della Lamb provides and their willingness to meet and resolve these issues. Steve stated that this will be put before the Board to consider and vote as the Finance Committee did not have that authority. Gary emphasized that he would like to have this resolved soon and not drag into the next year. Tom was concerned that there was time to resolve any financial reports and Brian and Laura believed it should not be a great deal of trouble to get the information. With that the meeting was adjourned at 7:30pm.

Respectfully submitted,

Brian O'Malley